COMMERCE AND INDUSTRIES SECRETARIAT

**Accords sanction for the reorganisation of the Department of the Stores Purchase Committee.**

PREAMBLE—

The reorganisation of the Stores Purchase Committee has been under consideration of Government for some time past. In this connection, the President, Stores Purchase Committee, visited the States of Maharashtra, Andhra Pradesh and Kerala, studied the working of the Stores Purchase organisation there and submitted a detailed note embodying proposals for the reorganisation of the Stores Purchase arrangements. The Resources and Economy Committee in its recommendation No. 184 approved the reorganisation of the Stores Purchase Committee with the appointment of a whole-time Director and other arrangements as proposed by the President, Stores Purchase Committee.

The present set up of the Stores Purchase Committee Office is found, by experience, to be inadequate for the needs of the re-organised State. The work of the Stores Purchase Committee, has been increasing both in volume and range. It is imperative, therefore, to take steps to reorganise the set up, so that it can procure the stores requirements of the various departments of Government quickly, economically and efficiently. Having regard to these considerations, it is felt that there should be a full-fledged Stores Purchase Organisation. The following orders are issued for the reorganisation of the Stores Purchase Organisation in the State.

ORDER NO. CI 63 MSP 62, BANGALORE, DATED THE 19TH NOVEMBER 1964 (KARTHIKA 28, SAKA ERA 1886).

1. In order to deal with all matters connected with the purchase of stores for the various departments of Government, sanction is accorded to the creation of a Stores Purchase Department and to the appointment of a whole-time Director of the Stores Purchase Department. The post of the Director will carry a scale of pay equivalent to the senior time-scale of the I. A. S. The Director will be assisted by three Assistant Directors. The posts of Assistant Directors will carry the junior scale of pay of the Mysore Administrative Service or other services from which the officers are drawn.

2. Till the Cadre and Recruitment Rules of the Department are framed, the recruitment of staff at various levels for the Stores Purchase Department will be made initially on an *ad hoc* basis, by deputation from various departments or otherwise.

3. There will be an Executive Committee as at present to deal with purchases which are beyond the powers of the Director and that, having regard to the ultimate responsibility of Government for the proper functioning of the Stores Purchase Department, the existing practice under which purchases beyond the powers of the Executive Committee require the approval of Government will continue. The Director will be the Chairman of the Executive Committee. He would be assisted in the discharge of his duties and responsibilities by two other members, *viz.*, Secretary to Government, Commerce and Industries Department or his nominee and the Secretary to Government, Finance Department or his nominee.

4. The Director will be empowered to dispose of all cases of purchases up to Rs. one lakh with a margin of 10% while the Committee will have powers up to Rs. two lakhs with a 5% margin. Cases beyond these limits would be submitted with the recommendation of the Executive Committee directly to the Minister incharge without the intervention of the Secretariat.

5. The non-gazetted staff of the Stores Purchase Department will consist of the existing staff under the Stores Purchase Committee and an additional staff consisting of 2 Superintendents, 20 Assistants and 4 Typists. The recurring and non-recurring cost on this account is indicated in the annexure. The Finance Department will make necessary provision for the additional expenditure involved during the current year.

6. The Officers of the new Directorate of Stores Purchase will be given training according to programme to be approved by Government for a period of three months in the Office of the Director General of Supplies and Disposals, New Delhi and other commercial organisations having large scale purchases and distribution of stores. The procedure to be evolved for making stores purchase will generally follow the pattern in the Directorate General of Supplies and Disposals and Commercial Undertakings. The tabulation of quotations, etc., which are now being done in the office of the indenting departments will be done in the Stores Purchase Department with the assistance of representatives of Indenting Departments each of which should designate a liaison officer who should visit the Stores Purchase Office whenever required for personal discussion and advice.

The work relating to indents, enquiries and placing of orders will be organised on a functional and non-departmental basis.

Detailed instructions for the conduct of work in the new Purchase Department will be drawn up and issued in the form of a Manual by the Director of Stores Purchase Department.

The new Director will also draw up a detailed procedure for the working of the office and prescribe registers and forms.

Orders will issue separately regarding the postings of officers. Orders will also issue separately providing a more suitable building for the Stores Purchase Office.

After orders are issued appointing the Director and other officers, the Director and one or two Assistant Directors may be deputed for training in the first instance. The new set up will come into force after the officers undergo the training. Till then, the existing set up arrangements will continue.

**By Order and in the name of the Governor of Mysore,**

J. C. LYNN,

*Under Secretary to Government,*
*C. and I. Department.*

**ANNEXURE.**

Statement showing details of staff in the re-organised set up of Stores Purchase Committee.

| | Designation | No. of posts | Grade pay proposed |
|---|---|---|---|
| | | | Rs. |
| 1 | Director of Stores Purchase Department ... | 1 | 900-50-1,000-60-1,600-50-1,800. |
| 2 | Assistant Directors ... | 3 | 350-25-650-30-800. |
| 3 | Superintendents ... | 5 | 250-20-350-25-500. |
| 4 | Assistants ... ... | 40 | 120-5-150-8-190-10-240. |
| 5 | Junior Assistants ... | 14 | 80-3-110-4-130-5-150. |
| 6 | Stenographers ... | 2 | 110-5-150-8-190-10-260-15-320. |
| 7 | Typists ... ... | 8 | 80-3-110-4-130-5-180. |
| 8 | Attender ... ... | 1 | 65-1-70. |
| 9 | Peons ... ... | 13 | 50-1-60. |

Minimum cost including D. A. and H. R. A. per annum Rs. 1,56,822 00.